

Civil Settlement Conferences

Generally, the parties in a civil case may request a settlement conference through the Court. In cases involving claims of medical malpractice, the Rules of Civil Procedure make attendance at a settlement conference mandatory. Rule 16.1 of the Arizona Rules of Civil Procedure provides additional details about settlement conferences.

Pima County Superior Court provides judges or attorneys who volunteer their time as pro tem judges to conduct the settlement conferences.

Requesting a Settlement Conference

To request a settlement conference, a party may file a request for settlement conference with the Clerk of the Court, with a copy to Case Management Services. Case Management Services will issue a notice setting the conference. A party may also request that the assigned judge order a settlement conference, see Rule 16.1(a).

If a party would like to request that a specific judge or judge pro tem conduct the settlement conference, then the party may file a specific request for that judge to conduct the settlement conference. That request may or may not be accommodated, depending on the judge's calendar.

Attendance at a Settlement Conference

Under Rule 16.1(d), all of the parties to the litigation and their counsel must attend the settlement conference in person unless excused for good cause by the court. In addition, the defendants shall have a representative present with actual authority to enter into a binding settlement agreement.

Confidential Position Statements

At least five days prior to the settlement conference, unless otherwise ordered by the court, each party shall deliver to the settlement conference judge or pro tem a separate memorandum or position statement. Except in medical malpractice cases, the position statements are not filed or exchanged. See Rule 16.1(c) for the topics that each party must address in their position statement.